

TRAFFIC ENGINEERING DIRECTOR

DISTINGUISHING FEATURES

The fundamental reason the Traffic Engineering Director classification exists is to direct the engineering work of an administrative and technical nature in the Transportation Department. This classification manages the work of the entire division. Work is performed with considerable independence under the management of the Transportation General Manager. The Traffic Engineering Director is distinguished from the Intelligent Transportation System Analyst by managing a team of highly skilled professional and technical employees.

ESSENTIAL FUNCTIONS

Plans, organizes, and directs the traffic engineer, transit and bicycle operations program including safety analysis, data collection, geometric design, traffic signal design, signing, and striping design and implementation, and computerized traffic signal intertie/ITS system.

Ensures consistency, safety, and efficiency in the Transportation System.

Provides a system that is in conformance with related regulations, standards and guidelines.

Keeps the General Manager informed of all topics of concern to the City Council or City Manager.

Determines staffing needs, and other requirements for each fiscal year; develops and monitors the division budget; and selects, trains, evaluates, supervises, handles employee relations and disciplinary actions mindful of the value of all people and able to manage diversity and organizational change; observes staff to determine compliance with established standards and goals.

Works closely with other divisions and departments on transportation matters.

Attends City Council meetings to provide technical staff support; prepares and presents written and verbal technical reports and makes recommendations to City staff, management, Transportation Commission and Council.

Provides traffic engineering related assistance to the community.

Attendance and punctuality are essential functions.

MINIMUM QUALIFICATIONS

Knowledge, Skills, and Abilities

Knowledge of:

Principles and practices of traffic engineering, intelligent transportation systems and municipal zoning administration as it applies to traffic engineering.

Traffic engineering design work as well as an understanding of the relationship between traffic engineering and transit, bicycle and trip reduction operations.

Ability to:

Manage a team of highly skilled professional and technical employees.

Organize and conduct traffic and transit surveys, analyze results, and make recommendations on traffic and transit operations problems.

Prepare and present clear and concise oral and written reports, including to City Council.

Comprehend and make inferences from written materials.

Deal effectively with employee relations issues and community relations issues.

Read maps and plans.

Establish and maintain effective working relationships with co-workers, supervisors, City officials and the general public.

Operate standard office equipment including a computer requiring continuous and repetitive arm, hand and eye coordination.

Operate a motor vehicle requiring a valid standard Arizona driver's license with no major driving citations in the last 39 months.

Education & Experience

Any combination of education and experience equivalent to a Bachelor's degree in Traffic Engineering, Civil Engineering or a closely related field and four to seven years of professional level experience in Traffic Engineering, including supervisory responsibilities. Registration as a Professional Engineer in the State of Arizona or the ability to obtain within one year is required.

FLSA Status: Exempt

HR Ordinance Status: Unclassified